



UNITED STATES DEPARTMENT OF COMMERCE
National Oceanic and Atmospheric Administration
NOAA MARINE AND AVIATION OPERATIONS
Silver Spring, Maryland 20910-3282

DEC 20 2004

MEMORANDUM

FOR: Distribution

FROM: Rear Admiral Samuel P. De Bow, Jr., NOAA
Director

SUBJECT: Application for Exemption to the Safety Stand-down Order
Concerning Non-NOAA Aircraft

Attached is an "Application for Exemption to the Safety Stand-down Order Concerning Non-NOAA Aircraft" to standardize a process for requesting exemptions to the order. The stand-down order issued on November 19, 2004, by Vice Admiral Conrad C. Lautenbacher, states that Assistant Administrators, Deputy Assistant Administrators, or Staff Office Directors may request an exemption from this stand-down from the Director of NOAA Marine and Aviation Operations (NMAO) in consultation with NOAA General Counsel. Exemptions will be granted sparingly and only if exceptional circumstances exist.

Completed exemption applications will require an endorsement from the Line Office Assistant Administrator, or Deputy Assistant Administrator, or Staff Office Director, indicating that the request meets the Line Office determination of "exceptional circumstances." Applications should be submitted to NMAO electronically through Line Office liaisons to Lieutenant Commander Debora Barr (Debora.R.Barr@noaa.gov), and will be followed by hard copy with the appropriate signatures.

Each completed application will be reviewed by an Aviation Risk Assessment Board comprised of senior aviators assigned to the NOAA Aircraft Operations Center, and observed by a representative of the NOAA Safety and Environmental Compliance Office. I will review the operational risk assessment analysis and consult with NOAA General Counsel to determine whether an exemption should be granted. NMAO will make every effort to provide a decision within 72 hours (three working days) of receipt of a completed request. Exemptions that are granted will be in writing and signed by me.



In the event of emergencies that preclude submission of an exemption request in the manner set forth above, the Assistant Administrator, Deputy Assistant Administrator or Staff Office Director may contact me, and I will determine the extent, if any, to which review of an exemption request may depart from the process outlined above.

An exemption application form is posted on the NOAA Aviation Safety website under the exemptions/waivers tab: <http://www.aviationsafety.noaa.gov>

Thank you for your patience and cooperation as NMAO completes the safety review of non-NOAA aircraft activity in order to provide safety policy for NOAA.

Attachment

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